



*The* **ACADEMY**



## *Basic Requalification Course*

# **STUDENT NEEDS LIST**

(Revised 12/6/16)

### **Basic Requalification Course**

This course meets all training standards governed by the Commission on Peace Officer Standards and Training (POST) for law enforcement re-entry. This course is intended for people who are interested in reactivating their POST Basic Course certificate (Regular Basic Academy/Basic Academy Level I). The Academy offers this 136 hour course at the following location (Mon-Fri):

- **Evergreen Valley College (3095 Yerba Buena Road, San Jose, CA 95135)**

Students will be provided with a complete course schedule on the first day of class.

### **Academy Staff**

The Academy Staff is comprised of current and retired peace officers and other Public Safety Professionals that are dedicated to the success and training of every student. Staff and students work together to create a training environment where all students have the opportunity to succeed. The Academy staff is available to answer questions and help you prepare to enter the course. Please call **408/270-6458** for questions related to the Basic Academy Requalification Course.

#### ***IMPORTANT NOTICE***

*Class offerings are contingent upon sufficient student enrollment and are subject to rescheduling or cancellation.*

*The purchase of equipment should be done after confirming that the class will be offered.*

*The Academy will announce confirmation of class offerings as soon as minimal enrollment is met.*

## **Documents Required at Time of Reservation**

**POST Training Profile (or POST Basic Course Waiver Eligibility Letter) confirming successful completion of the POST Basic Course/Basic Academy Modular Level I (obtained through POST).**

### **1. DOJ Firearms Clearance Letter (or law enforcement agency letter).**

- DOJ letter is generally valid for 180 days from date of issue but is subject to re-verification by The Academy prior to the start of the course.
- Livescan form only provided by The Academy.
- For those agency-employed students, a letter from the agency's training supervisor attesting that a student meets the DOJ firearms requirement is acceptable.

### **2. Valid California Driver's License**

- For those agency-employed students, a letter from the agency training supervisor attesting that a student's D.L. is valid is acceptable.

### **3. Medical clearance from a physician**

- Indicates student is medically cleared to fully participate in all course training activities.
- Must be on Academy form.

### **4. Proof of Current Medical Insurance**

- For those agency-employed students, a letter from the agency training supervisor attesting that a student has sufficient medical insurance coverage is acceptable.

## **Reservations, Payments and Cancellations**

Once a student has paid the required deposit fee, his/her reservations will be confirmed. In the event a student cancels a reservation within 21-days of the start of the class, a \$50.00 late cancellation fee will be assessed in addition to the non-refundable materials fee. If the student cancels his/her reservation prior to the 21-day cancellation period, or the Academy cancels the class, all fees will be returned to the student.

Payment must be made either by cashier check, money order, Visa or Master Card. Cashiers checks or money orders must be valid for at least 90 days and made payable to: **South Bay Regional Public Safety Training Consortium (SBRPSTC)**

## **Student Notice**

Academy fees are subject to change.

Academy materials and equipment requirements are subject to change.

Please contact student services for current fees and academy requirements.

## **Residency Requirement**

Self-Sponsored students who have not lived in California for at least one year and one day of the day proceeding the opening day of instruction of the quarter semester or other session will be subject to out-of-state registration fees. Please inquire with student services for questions regarding "out of state" college registration. Reference Code ECS68023, T54002.

## Uniform Requirements

1. **Polo shirt:** Green in color with student name and Academy logo (provided by The Academy). The polo shirt will be tucked in at all times. Issued on the first day of class.

### Provided by Student:

2. **Pants:** BDU (fatigue-style), black in color (pants are NOT bloused inside of boot).
3. **Belt:** Trouser belt designed to be worn under police equipment belt, black in color.
4. **Boots/shoes:** Law Enforcement style duty boots, or work/utility uniform shoe, black in color.
5. **Cover/hat:** None (students may wear a professional hat in good condition while on the outdoor firing range, Academy hat can be purchased in the Academy Bookstore).

Any undershirt worn must be black in color.

**ALL STUDENTS MUST REPORT ON THE FIRST DAY OF CLASS WEARING THE APPROPRIATE UNIFORM.**

## Police Duty Belt/Equipment

1. **Duty belt:** Sam Brown belt – leather basket weave or nylon, black in color. Agency students may wear department approved belt.
2. **Gun holster:** Designed for approved firearm and designed to be worn on standard police duty belt.
3. **Belt keepers:** To attach duty belt to pants.
4. **Baton:** A 26" or 29" straight wooden or wood composite police baton with grommet. Expandable batons are allowed (agency students may use their department issued impact weapon). Side handle batons are not allowed.
5. **Baton-ring**
6. **Handcuffs:** Two optional.
7. **Handcuff case:** Able to be closed (handcuffs are prone to loss and/or damage when carried in an open case during training).
8. **Magazines:** Three magazines for approved firearm (magazines are prone to damage during training).
9. **Magazine holder:** Double magazine holder capable of securing magazines with a closable flap.
10. **Hearing protection:** Ear protectors of the ear muff type (ear plugs recommended for additional protection).
11. **Eye protection:** Designed for protecting the eyes from impact from flying material (may be purchased through the Academy bookstore).

*NOTE: Agency sponsored students may wear the type of duty equipment required by their department (i.e. Brass or Velcro, nylon, non basket weave, etc.). All equipment must be in good condition and professional in appearance.*

## Firearms and Ammunition

- The Academy will **NOT** provide students with handguns (shotguns will be provided).
- The Academy allows **.9mm, .40 caliber** and **.45 caliber** ACP semi-automatic handguns **ONLY**. The approved handgun must be a **full size** “duty” handgun and **NOT** a model typically used as an off-duty or under cover handgun. (NO sub-compacts.) Compact sized models are discouraged unless issued by an agency or you are proficient with the firearm. If in doubt, ask the Academy Coordinator prior to purchasing your handgun. Handguns must be standard black or silver color. No designer colors allowed.
- (NO Single Action, Cock & Lock Style firearm allowed).

- You will need three (3) magazines for Range training. No high-capacity magazines unless they are issued by an Agency. **DO NOT** bring them until told to do so.
- You must legally possess the firearm by the first Range day.
- There is a 10-day waiting period for all purchases and transfers which must be done through a Federal Firearms Licensee (FFL).
- Ammunition is included in the course fees. Only Academy authorized ammunition shall be used.
- No weapons will be used at the Academy Range without approval of the Academy Coordinator or Director.
- ***DO NOT BRING FIREARMS TO THE ACADEMY UNTIL DIRECTED TO DO SO by the Academy Coordinator.***
- Agency-sponsored students: contact your employer for your weapon.

### **IMPORTANT:**

California law has restrictions on the borrowing of handguns. All students under the age of 21 who will be borrowing a handgun, please refer to the Department of Justice (DOJ) [Report of Operation of Law or Intra-Familial Firearm Transaction \(BOF 4544A\)](#).

All students 21 years of age and older are required to be the registered owner of the handgun used while in The Academy. You must provide The Academy with proof of firearm ownership as stated on the [Automated Firearms System \(AFS\) Request for Firearm Records \(BOF 053\)](#).

If you are a new resident to California, you must also complete the [New Resident Firearm Ownership Report \(BOF 4010A\)](#).

**NOTE: An original gun dealer receipt will be accepted as proof of ownership as long as it is detailed and includes the firearm make, model, serial number, and your information (including DL).**

## **Class Materials**

Upon paying the registration fee, your study materials and polo shirts will be ordered. These materials will be provided for you prior to the start of class and/ or on the first day of class.

Fees have been minimized by offering the POST Training and Testing Specifications and other documents on a CDROM. Students are encouraged to bring a portable computer (notebook) to the classroom.

Additional safety equipment (i.e. eye and hearing protection) may be purchased at the Academy Bookstore. Students must supply their own writing instruments, note paper or other supplies, as they deem necessary.

## **First Day Needs List**

You will need to have the following items on the FIRST day of class:

1. YOU MUST BE IN UNIFORM (polo shirt-issued on first day, BDU pants with belt; no duty belt, boots/shoes).
2. No. 2 lead pencils (at least 2).
3. Medium point, black ink pen.
4. POST Workbooks. If you plan on using the CDROM version of the POST Workbooks in class, you must bring your own notebook computer and be able to open the CDROM based workbooks.

Any student may use a personal laptop computer during classroom instruction. No instruction may be video or sound recorded without permission from the Academy Director.

## Purchasing a Uniform

The standard uniform to be worn in the Basic Re-Qualification Course is the Academy polo shirt and black BDU fatigue style pant. BDUs can usually be purchased at any police or military supply store. Below is a list of police supply stores in the area of the Academy.

<b>CA COAST UNIFORMS</b> www.calcoastuniforms.com	4242 Capitola Road, Capitola, CA	(831) 475-1911
<b>LC ACTION</b> www.lcaction.com	1088 North First Street, San Jose, CA	(408) 294-2677
<b>PENINSULA UNIFORMS</b> www.peninsulauniforms.com	2626 Broadway, Redwood City, CA	(650) 701-0911
<b>SALINAS VALLEY PRO SQUAD</b> www.svprosquad.com	221 Griffin Street, Salinas, CA	(831) 758-2128
<b>SUMMIT UNIFORM</b> summituniforms.com	545 Meridian Avenue, Ste. A, San Jose, CA	(408) 293-8633
<b>Previously Worn Uniforms</b>		
<b>THE ACADEMY BOOKSTORE</b>	4750 San Felipe Road, San Jose, CA	(408) 270-6458